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ABSTRACT

This is a self-instructional learning package designed to teach skills needed to improve computer searches of the ERIC data base. This is done by the generation of appropriate terms, or descriptors, related to population concepts, action concepts, and curriculum concepts. It is asserted that if a learner can identify the three selected descriptor categories and arrange these descriptors in the format presented, improved ERIC computer search statements will result. This learning package is intended for use primarily by graduate students in education; it is to be used in conjunction with the Thesaurus of ERIC Descriptors, 7th Edition. (VT)

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# PREPARING COMPUTERIZED ERIC SEARCH STATEMENTS

A Self Instructional Learning Package

BEST COPY AVAILABLE

Developed by

Kabby Mitchell, Jr.

May, 1978

## INTRODUCTION

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IR006616

Overview

This learning package is designed to allow you to develop the skills needed to prepare computerized ERIC search statements.

Purpose

The purpose of this self-instructional learning package is to improve computer searches of the ERIC data base by the generation of appropriate terms for the construction of computer search statements.

For maximum learning, this program should be used sequentially page by page in a quiet room with appropriate lighting and ventilation. This package should take one-half hour or less to complete.

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Objectives

When you have completed this learning package, you should be able to:

1. identify from selected pages in the ERIC Thesaurus descriptors related to population concepts, action concepts, and curriculum concepts which form the PAC format.
2. choose appropriate ERIC descriptors from the three selected descriptor categories, using the PAC format.
3. write the chosen ERIC descriptors in the PAC format to construct search statements.
4. improve your computer searches of the ERIC data base.

Materials Required

1. The self-instructional learning package;
2. The Thesaurus of ERIC Descriptors, 7th edition;
3. A pencil or pen.

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Claims

This self-instructional learning package is intended for use primarily by graduate students in education. The learning package asserts that, if a learner can identify the three selected descriptor categories (population, action and curriculum) and arrange these descriptors appropriately in the format presented, improved retrospective ERIC computer search statements will result. It is assumed that other descriptors will also be used. Furthermore, it should be stressed here that there are other strategies that one might use to generate search statements; however, this is only one of many formal ways of improving search statements.

Fifteen different potential users--graduate students, instructional developers, and educators--have field tested this learning package using seven criteria: ease of use, legibility, clarity, organization, claims, appropriateness of audience, and content. Based on feedback from these potential users, a total of two major and three minor revisions were made.

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Entry Requirements

1. The learner has completed at least one manual search using the ERIC system.
2. The learner is a graduate student in education.

Quiz on Related Thesaurus Entries

Without using any resource other than your own memory, complete the following items. Use only one word for each item.

1. NT is for _____ terms(s)
2. BT is for _____ terms(s)
3. RT is for _____ terms(s)
4. UF means _____

(Turn to the next page to check your responses)

ENTRY REQUIREMENTS

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Answers to Quiz

1. narrower
2. broader
3. related
4. used for

If you were correct in all of your responses, turn to the next page. If you made any errors, please read the "Summary of Contents," pages xxi - xxiii in the Thesaurus of ERIC Descriptors, 7th Edition.

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Preparing Search Statements

The ERIC system classifies documents entered into its data base in four ways: by Author, by Institution, by Identifier, by Descriptor. This learning package is concerned only with the Descriptor. Descriptors are assigned to the incoming documents using three different element classifications as follows:

1. Population Concepts

   Educational (i.e., Grade/Academic) Level
   Other Groupings

2. Action, Activities, Methodology, and Material Concepts

3. Curriculum Concepts

To improve retrospective computer searches of the ERIC data base one can generate appropriate additional descriptors in the three element classifications to make search statements, thus increasing the probability of an improved search of the ERIC system's data base.

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PREPARING SEARCH STATEMENTS

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Selecting Population Descriptors

Population descriptors classify and/or identify the individuals or groups studied in the document and/or potential users of the document. Examples of a few potential candidate descriptors from the Thesaurus (see Table 1 page 9) which might be used to represent selected population are:

1. ABILITY LEVEL
2. AGE
3. ETHNIC GROUPS
4. INSTRUCTIONAL PROGRAM DIVISIONS
5. OCCUPATIONS
6. RELIGIOUS CULTURAL GROUPS

A mnenomic aid which can be used to assist you in finding population descriptors in the ERIC Thesaurus is A, E, I, O and R.

A is for ABILITY LEVEL and/or AGE.

E is for ETHNIC GROUP.

I is for INSTRUCTIONAL PROGRAM DIVISIONS.

O is for OCCUPATIONS.

R is for RELIGIOUS CULTURAL GROUPS.

HINT: Think of the vowels--A, E, I, O and U.

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TABLE 1

Examples of Selected Population
Descriptors from the ERIC Thesaurus (7th Edition)

ABILITY Jul. 1966
CIJE: 206 RIE: 207
UF High Ability
Low Ability
NT Academic Ability
Cognitive Ability
Language Ability
Leadership
Nonverbal Ability
Skills
Student Ability
RT Ability Grouping
Ability Identification
Achievement
Aspiration
Complexity Level
Gifted
Handicapped
Mechanical Skills
Performance
Productivity
Readiness
Slow Learners
Talented Students

AGE Jul. 1966
CIJE: 312 RIE: 453
SN Includes physiological and mental aging processes
UF Age Level
BT Individual Characteristics
RT Age Differences
Age Grade Placement
Age Groups
Middle Aged
Physical Characteristics
Senior Citizens

INSTRUCTIONAL PROGRAMS Jul. 1966
CIJE: 415 RIE: 856
BT Programs
RT Counseling Instructional Programs
Educational Programs
Instruction
International Programs
Program Validation

OCCUPATIONS Jul. 1966
CIJE: 218 RIE: 512
NT Agricultural Occupations
Blue Collar Occupations
Building Trades
Careers
Clerical Occupations
Data Processing Occupations
Demand Occupations
Electrical Occupations
Finance Occupations
Forestry Occupations
Health Occupations
Insurance Occupations
Managerial Occupations
Needle Trades
Office Occupations
Professional Occupations
Public Service Occupations
Real Estate Occupations
Sales Occupations
Semiskilled Occupations
Service Occupations
Skilled Occupations
Specialization
Technical Occupations
Unskilled Occupations
White Collar Occupations
RT Black Businesses
Career Awareness
Career Choice
Career Education
Career Exploration
Employment
Employment Opportunities
Jobs
Merchandising
Occupational Choice
Occupational Clusters
Occupational Diseases
Occupational Guidance
Occupational Information
Occupational Surveys
Occupational Therapists
Retraining
Salesmanship
Vocational Counseling
Work Life Expectancy
Work Simplification

RELIGIOUS CULTURAL GROUPS Jul. 1966
CIJE: 81 RIE: 95
UF Religious Groups
NT Catholics
Jews
Protestants
BT Ethnic Groups
RT Biblical Literature
Brahmins
Caste
Christianity
Clergymen
Culture
Judaism
Minority Groups
Non Western Civilization
Nuns
Priests
Religion
Religious Conflict
Religious Organizations

ETHNIC GROUPS Jul. 1966
CIJE: 766 RIE: 1,207
UF Ethnic Community
Ethnic Cultural Groups
Racial Groups
NT Alaska Natives
American Indians
Anglo Americans
Arabs
Asian Americans
Blacks
Caucasians
Cubans
Dominicans
Eskimos
Indians
Indochinese
Italian Americans
Mexican Americans
Mexicans
Polish Americans
Portuguese Americans
Puerto Ricans
Race
Religious Cultural Groups
Spanish Americans
BT Groups
RT American Indian Culture
Black Community
Cross Cultural Training
Cultural Background
Cultural Education
Culture
Ethnic Distribution
Ethnic Grouping
Ethnic Origins
Ethnic Status
Ethnic Stereotypes
Ethnic Studies
Ethnology
Foreign Culture
Ghettos
Jews
Minority Groups
Nationalism
Native Speakers
Non English Speaking
Puerto Rican Culture
Racial Characteristics
Subculture
Tribes

Test on Population Descriptors

Without using any resource other than your own memory complete the following items. Use one or more words for each blank.

1. A is for _____

   and/or _____ type of population descriptors.

2. E is for _____ _____

   type of population descriptors.

3. I is for _____ _____ _____

   type of population descriptors.

4. O is for _____ type of population descriptors.

5. R is for _____ _____ _____

   type of population descriptors.

(Turn to the next page to check your responses)

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Answers to the Drill on Population Descriptors

1. ability level and/or age
2. ethnic group
3. instructional program divisions
4. occupations
5. religious cultural groups

If you were correct in all your responses, turn to the next page. If you made any errors, review pages 8, 9 and 10.

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Selecting Activities Descriptors

Activities descriptors are used to identify methods, actions, and/or materials described in the documents in the ERIC data base. Examples of a few potential candidate descriptors from the Thesaurus (See Table 2 page 13) which might be used to represent selected activities are:

1. EVALUATION METHODS (Methods)
2. PACING (Actions)
3. COMPUTERS (Materials)

An aid which can be used to assist you in finding Methods, Actions, and Materials descriptors in the ERIC Thesaurus is the mnenomic MAM.

M is for Methods;

A is for Actions;

M is for Materials.

(Turn to the next page)

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TABLE 2

Examples of Selected Activities
Descriptors from the ERIC Thesaurus, 7th Edition

**EVALUATION METHODS** Jul. 1966
CIJE: 2,028 RIE: 3,823
UF Evaluation Designs
Evaluation Procedures
Evaluation Techniques (1966 1974)
NT Case Studies
Chemical Analysis
Comparative Analysis
Componential Analysis
Content Analysis
Cost Effectiveness
Data Analysis
Editing
Inspection
Internal Scaling
Interviews
Item Analysis
Job Analysis
Life Cycle Costing
Literary Analysis
Measurement Techniques
Multidimensional Scaling
Phonetic Analysis
Quality Control
Readability Formulas
Site Analysis
Skill Analysis
Structural Analysis
Surveys
BT Methods
RT Action Research
Correlation
Educational Assessment
Error Patterns
Evaluation
Evaluation Criteria
Goodness Of Fit
Informal Assessment

**PACING** Jul. 1966
CIJE: 50 RIE: 98
NT Interval Pacing
BT Methods
RT Contingency Management
Programed Instruction
Reading
Time Factors (Learning)

**COMPUTERS** Jul. 1986
CIJE: 975 RIE: 1,417
NT Analog Computers
Digital Computers
BT Equipment
RT Architectural Research
Artificial Intelligence
Automation
Computer Assisted Instruction
Computer Based Laboratories
Computer Oriented Programs
Computer Output Microfilm
Computer Programs
Computer Science
Computer Science Education
Cybernetics
Data Bases
Data Processing
Display Systems
Electromechanical Aids
Electronic Data Processing
Electronic Equipment
Information Processing
Input Output Devices
Linear Programing
Mechanical Equipment
Office Machines
On Line Systems
Optical Scanners
Programed Instruction
Technological Advancement
Telecommunication
Time Sharing

Investigations
Needs Assessment
Peer Evaluation
Precision Teaching
Relevance (Information Retrieval)
Research
Scoring Formulas
Use Studies

(cut on this line)

Test on Activities Descriptors

Without using any resource other than your own memory, complete the following items. Use only two words for each item.

1. M is for _____.
2. A is for _____.
3. M is for _____.

Use only one word for each item below.

4. CASE STUDIES is a(n) _____term.
5. FEEDBACK is a(n) _____term.
6. PROGRAMED TEXTS is a(n) _____term.
7. RESEARCH is a(n) _____term.

(Turn to the next page to check your responses)

(cut on this line)

Answers to the Test on Activities Descriptors

1. Methods
2. Action
3. Materials

4. methods
5. action
6. materials
7. action

If you were correct in all your responses, turn to the next page. If you made any errors, review pages 12, 13 and 14.

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Selecting Curriculum Descriptors

Curriculum descriptors are assigned to an ERIC document to answer the question, "What are the subjects or concepts being Measured, Administered and/or Taught?" These examples of a few potential candidate descriptors from the Thesaurus (Table 3 page 17) might be used to represent the following:

1. LOCUS OF CONTROL (Measured)
2. EDUCATIONAL TELEVISION (Administered)
3. INSTRUCTIONAL TECHNOLOGY (Taught)

Remember the Measured, Administered and/or Taught Curriculum Mnenomic or M, A and T.

(Turn to the next page)

(cut on this line)

TABLE 3

Examples of Selected Curriculum
Descriptors from the ERIC Thesaurus, 7th Edition

**EDUCATIONAL TELEVISION**
Jul. 1966
CIJE: 1,449 RIE: 1,951
UF Audiovisual Television Systems
Etv
Instructional Television (1966 1974)
Itv
Televised Instruction (1966 1974)
Television Instruction
NT Fixed Service Television
Instructor Centered Television
Public Television
BT Television
RT Airborne Television
Audio Video Laboratories
Audiovisual Instruction
Broadcast Industry
Broadcast Television
Cable Television
Childrens Television
Closed Circuit Television
Dial Access Information Systems
Documentaries
Education
Educational Radio
Instructional Aids
Instructional Films
Instructional Media
Listening Groups
Multichannel Programming
Open Circuit Television
Overhead Television
Telecourses
Television Curriculum
Television Teachers
Television Viewing
Viewing Time

**INSTRUCTIONAL TECHNOLOGY**
Jul. 1966
CIJE: 548 RIE: 880
BT Technology
RT Dial Access Information Systems
Educational Development
Educational Technology
Instruction
Instructional Design
Instructional Improvement
Instructional Innovation
Instructional Materials
Instructional Media
Loop Induction Systems
Media Technology
Multimedia Instruction
Programed Materials
Programers

**LOCUS OF CONTROL** Jan. 1973
CIJE: 249 RIE: 127
SN Personality construct referring to an individuals perception of the locus of events as determined internally by his own behavior vs. fate, luck, or external forces
UF Internal External Locus Of Control
BT Individual Characteristics
RT Attribution Theory
Delay Of Gratification
Personality
Psychological Characteristics
Reinforcement
Self Concept

(cut on this line)

Test on Curriculum Descriptors

Without using any resource other than your own memory, complete the following items. Use only one word for each item.

1. M is for _____ concepts.
2. A is for _____ concepts.
3. T is for _____ concepts.

Use only one word for each item below.

4. SELF CONCEPT is a(n) _____ term.
5. EDUCATIONAL TECHNOLOGY is a(n) _____ term.
6. VIEWING TIME is a(n) _____ term.
7. EDUCATIONAL RADIO is a(n) _____ term.

(Turn to the next page to check your responses)

(cut on this line)

Answers to the Test on Curriculum Descriptors

1. measured
2. administered
3. taught

4. measured
5. taught
6. measured
7. administered

If you were correct in all your responses, turn to the next page. If you made any errors, review pages 16, 17 and 18.

(cut on this line)

What have we learned?

1. There are three types of descriptors that are assigned to incoming ERIC documents.

   - Population;
   - Activities; and
   - Curriculum descriptors.

2. Population descriptors identify the individuals or groups studied in the document and/or potential document users. A sub-set of the population descriptors can be represented by A, E, I, O, and/or R, respectively.

   - A is for ABILITY LEVEL or AGE
   - E is for ETHNIC GROUPS
   - I is for INSTRUCTIONAL PROGRAM DIVISIONS
   - O is for OCCUPATIONS
   - R is for RELIGIOUS CULTURAL GROUPS

(Turn to the next page)

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3. Activities descriptors are used to identify actions, methods and/or materials. A sub-set of the Activities descriptors can be represented by M, A, and/or M respectively.

   - M is for Methods;
   - A is for Action;
   - M is for Materials.

4. Curriculum descriptors indicate the sorts of subjects or concepts that are being measured, administered and/or taught. A sub-set of the Curriculum descriptors can be represented by M, A, and/or T, respectively.

   - M is for subjects or concepts Measured.
   - A is for subjects or concepts Administered.
   - T is for subjects or concepts Taught.

   Which leads us to the P, A, C's of writing ERIC search statements covered next.

(Turn to the next page)

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Using the PAC Format

The P, A, C's of writing ERIC search statements is simple. Below is a description of the format which should be contained in each format statement.

P is for the Population descriptors.

A is for the Activities descriptors.

C is for the Curriculum descriptors.

(Turn to page 23 and take the test on the P, A, C's of writing ERIC search statements)

(cut on this line)

Test on the PAC's of ERIC Search Statements

Without turning to the previous page or using any resource other than your memory, complete the following items using only one word for each item.

1. P is for _____ descriptors.
2. A is for _____ descriptors.
3. C is for _____ descriptors.

Fill in the blank space or spaces below with the word or words required.

4. When writing ERIC search statements the writer should remember the cue letters _____, _____, _____.

(Turn to the next page to check your responses)

(cut on this line)

Answers to the Test on the PAC's of ERIC Search Statements

1. P is for Population
2. A is for Activities
3. C is for Curriculum

4. P, A, C

If you were correct in all your responses, turn to the next page. If you made any errors, review pages 22 and 23 again.

(Turn to the next page)

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Generation of Candidate Terms

Take out your ERIC Thesaurus provided with the learning package and turn to page 1. Locate the descriptor "ABILITY" in bold letters. Under the descriptor "ABILITY" there are two (2) used for (UF) terms (i.e., high ability and low ability), seven (7) narrower terms (NT), and thirteen (13) related terms (RT) for a total of twenty (20) candidate terms. Now, locate the descriptor "ETHNIC GROUPS" on page 73 in your Thesaurus.

1. There are a total of three (3) used for (UF) terms under "ETHNIC GROUPS." (Count the UF's)
2. There are a total of 21 narrower terms (NT) under "ETHNIC GROUPS." (Count the NT's)
3. There is one (1) broader term (BT) over "ETHNIC GROUPS." (Count the BT's)
4. There are a total of 24 related terms (RT) under "ETHNIC GROUPS." (Count the RT's)

(Turn to the next page)

(cut on this line)

PAC Format Quiz

Below are the bibliographic citation and abstract of an actual document in the ERIC data base. Read the title and abstract.

**Document Resumes**

**ED 137 402** **TM 006 209**

Title

*Matuszek, Paula* *Holley, Freda*
**Evaluation for Decision-Making: A Case Study.**
Pub Date [Apr 77]
Note—61p.; Paper presented at the Annual Meeting of the American Educational Research Association (61st, New York, New York, April 4-8, 1977) ; Some tables may be marginally legible due to small type of original
EDRS Price MF-$0.83 HC-$3.50 Plus Postage.

Abstract

A case study is presented of the use of decision questions as the basis for designing an evaluation. Discussed are the need for a mechanism for ensuring the usefulness of evaluation results, reasons for trying an approach based on decisions identified as important, and the specific approaches and procedures used in one high school curriculum evaluation focused on decision making. Special emphasis is given to techniques found useful and pitfalls to avoid. The paper can serve as a guide to other evaluators facing similar situations who want to try a similar approach. Problems not yet overcome are also presented for discussion. (Author/RC)

(Turn to the next page)

Using your Thesaurus and information presented earlier please list the Population descriptors you think ought to be assigned to this document in the underlined area below and proceed to count the associated terms to fill in the boxes below.

1. _____ has a total of /___/ narrower term(s) (NT),
a total of /___/ broader term(s) (BT),
and a total of /___/ related term(s) (RT).

Now please list the Activities descriptors you think ought to be assigned to this document in the underlined area below and proceed to count the associated terms to fill in the boxes.

2. _____ has a total of /___/ narrower term(s) (NT),
a total of /___/ broader term(s) (BT),
and a total of /___/ related term(s) (RT).

Please list the Curriculum descriptors you think ought to be assigned to this document in the underlined area below and proceed to fill in the boxes.

3. _____ has a total of /___/ narrower term(s) (NT),
a total of /___/ broader term(s) (BT),
and a total of /___/ related term(s) (RT).

(Turn to the next page)

Answers to the PAC Format Quiz

| | | | |
|---|---|---|---|
| 1. | SECONDARY EDUCATION | / 1 / | NT |
| | page 188 | / 1 / | BT |
| | | / 9 / | RT |

If you did not choose SECONDARY EDUCATION as your population descriptor, using your Thesaurus please turn to the population descriptor that you selected. Scan the NT's, BT's and RT's for the descriptor SECONDARY EDUCATION. If you did not choose the term SECONDARY EDUCATION or find it in your associated terms, GO TO PAGE 26. If you chose SECONDARY EDUCATION or found it in the associated terms, you were correct. CONGRATULATIONS!

| | | | |
|---|---|---|---|
| 2. | GUIDELINES | / 1 / | NT |
| | page 92 | / 0 / | BT |
| | | / 4 / | RT |
| | EVALUATION METHODS | /24 / | NT |
| | page 74 | / 1 / | BT |
| | | /16 / | RT |
| | DECISION MAKING | / 0 / | NT |
| | page 52 | / 1 / | BT |
| | | /13 / | RT |
| | PROGRAM EVALUATION | / 0 / | NT |
| | page 164 | / 1 / | BT |
| | | /12 / | RT |

(Turn to the next page)

| | | |
|---|---|---|
| QUESTIONING TECHNIQUES | / 0 / | NT |
| page 170 | / 1 / | BT |
| | / 4 / | RT |

If you did not choose GUIDELINES or EVALUATION METHODS or DECISION MAKING or PROGRAM EVALUATION or QUESTIONING TECHNIQUES as your Activities descriptor, using your Thesaurus turn to the Activities descriptor that you selected. Scan the NT's, BT's and RT's for one of the five alternative correct descriptors listed above.

If you did not choose one of the five alternative correct Activities descriptors above or find the descriptor in your associated terms, GO TO PAGE 26.

If you chose one of the five alternative correct Activities descriptors above or found the descriptor in your associated terms, you were correct. CONGRATULATIONS!

| | | | |
|---|---|---|---|
| 3. | CURRICULUM EVALUATION | / 0 / | NT |
| | page 51 | / 1 / | BT |
| | | / 7 / | RT |

If you did not choose CURRICULUM EVALUATION as your Curriculum descriptor, using your Thesaurus turn to the curriculum descriptor that you selected. Scan the NT's, BT's and RT's for the descriptor CURRICULUM EVALUATION. If you do not find CURRICULUM EVALUATION in your associated terms, GO TO PAGE 26.

Preparing Search Statement Mastery Test

Without using any resource other than your own memory complete the following using one word for each blank:

1. CAREERS is a _____ type of Population descriptor.
2. CONTENT ANALYSIS is a _____ type of Activities descriptor.
3. SIMULATION is a _____ type of Activities descriptor.
4. INDIVIDUAL CHARACTERISTICS is a _____ type of Curriculum descriptor.
5. RELIGIOUS CULTURAL GROUPS would be best classified as a _____ descriptor type.
6. POST TESTING would be best classified as a _____ descriptor type.
7. PROGRAMED INSTRUCTION would be best classified as a _____ descriptor type.
8. P is for _____ descriptors.
9. A is for _____ descriptors.
10. C is for _____ descriptors.

(Turn to the next page and check your responses)

Answers to the Mastery Test

| | | | |
|---|---|---|---|
| 1. | Occupation | 6. | Activities |
| 2. | Methods | 7. | Activities |
| 3. | Action | 8. | Population |
| 4. | Measured | 9. | Activities |
| 5. | Population | 10. | Curriculum |

If you were correct in 8 out of 10 of your responses, CONGRATULATIONS! You have successfully completed this learning package. If you have less than 8 correct responses, go to page 7.

Now that you have completed this learning package, you should be able to select appropriate candidate descriptors from the ERIC Thesaurus and assign them to appropriate descriptor categories in such a way as to construct improved search statements. Your search statements can now be presented to an ERIC computer search specialist who will perform your search of the ERIC data base.

Thank you.

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